

**RULES
OF
BOARD OF EXAMINERS FOR LAND SURVEYORS**

**CHAPTER 0820-5
CONTINUING EDUCATION**

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0820-5-.01 PURPOSE.

The Tennessee State Board of Examiners for Land Surveyors is authorized by *T.C.A. §§62-18-106(d)* (Acts 1991, Public Chapter 6), to establish continuing education requirements and standards for land surveyors. The purposes of this chapter are to prescribe the basic continuing education requirements for present and future registered land surveyors and to establish standards by which continuing education programs will be evaluated for the awarding of credit.

Authority: *T.C.A. §§62-18-105(d) and 62-18-106(d).* **Administrative History:** *Original rule filed October 28, 1993; effective January 11, 1994.*

0820-5-.02 DEFINITIONS.

- (1) "Active" means a registered land surveyor who has complied with the continuing education requirements prescribed herein.
- (2) "Board" means the Tennessee State Board of Examiners for Land Surveyors.
- (3) "Inactive" means a registered land surveyor who has obtained inactive status from the Board pursuant to Rule 0820-5-.06 and is not required to comply with the continuing education requirements prescribed herein. An inactive registrant may not engage in the practice of land surveying in the State of Tennessee.
- (4) "Professional Development Hour (PDH)" means an hour of continuing education found acceptable by the Board.

Authority: *T.C.A. §§62-18-105(d) and 62-18-106(d).* **Administrative History:** *Original rule filed October 28, 1993; effective January 11, 1994.*

0820-5-.03 BASIC REQUIREMENTS.

- (1) A registrant seeking annual renewal of active registration for the year 1995 must, as a prerequisite to renewal, submit satisfactory evidence to the Board of having obtained four (4) PDH's during the year 1994.
- (2) A registrant seeking annual renewal of active registration for the year 1996 must, as a prerequisite to renewal, submit satisfactory evidence to the Board of having obtained eight (8) PDH's during the year 1995 (carryover hours, not exceeding eight (8) hours, from the year 1994 may be included.)

(Rule 0820-5-.03, continued)

- (3) A registrant seeking annual renewal of active registration for the year 1997 and each year thereafter must, as a prerequisite to renewal, submit satisfactory evidence to the Board of having obtained fifteen (15) PDH's during the one-year period immediately preceding application for renewal (carryover hours, not exceeding fifteen (15) hours, from the next preceding year may be included.
- (4) A new registrant is not required to satisfy the continuing education requirements prescribed in this chapter as a prerequisite for initial annual renewal of active registration.

Authority: T.C.A. §§62-18-105(d) and 62-18-106(d). **Administrative History:** Original rule filed October 28, 1993; effective January 11, 1994.

0820-5-.04 CONVERSION TABLE.

- (1) Conversions from other units of continuing education to PDH's is as follows:
 - (a) 1 hour of acceptable professional activity 1 PDH
 - (b) 1 semester hour of acceptable university credit 15 PDH
 - (c) 1 quarter hour of acceptable university credit 10 PDH
 - (d) 1 CEU (continuing education unit) 10 PDH

Authority: T.C.A. §§62-18-105(d) and 62-18-106(d). **Administrative History:** Original rule filed October 28, 1993; effective January 11, 1994.

0820-5-.05 TYPES OF ACCEPTABLE CONTINUING EDUCATION.

- (1) Continuing education activities for which credit may be given by the board include college and university courses which are awarded continuing education units (CEU's), and those portions of technical meetings, seminars, tutorials, short courses and correspondence courses that are related to the practice of land surveying.
- (2) The Board will grant credit for only such continuing education activities that satisfy the following criteria:
 - (a) There is clear purpose and objectivity for each activity;
 - (b) The content of each presentation is well organized and presented in a sequential manner;
 - (c) There is evidence of pre-planning which should include the opportunity for input by the target group to be served;
 - (d) The presentation will be made by persons who are well-qualified by reason of education or experience; and
 - (e) There is provision for individual participant registration which will include information required for record keeping and reporting;
- (3) The Board will grant no credit to a registrant for a course, technical meeting, seminar or tutorial repeated by that registrant within three (3) years (if credit was originally granted), unless, in the Board's opinion, there is a substantial change in the content of such course, technical meeting, seminar or tutorial or the complexity of the subject matter warrants award of additional credit.

(Rule 0820-5-.05, continued)

- (4) Other activities which may be used to satisfy continuing education requirements are:
 - (a) Approved programs conducted by corporations, government agencies or other organizations;
 - (b) Authorship of published papers, articles or books; and
 - (c) First-time preparation for and presentation of technical meetings, short courses or seminars.
- (5) All activities submitted to the board for continuing education credit are subject to approval by the Board.

Authority: T.C.A. §§62-18-105(d) and 62-18-106(d). **Administrative History:** Original rule filed October 28, 1993; effective January 11, 1994.

0820-5-.06 INACTIVE REGISTRANTS.

- (1) A registered land surveyor may request in writing to be placed on the Board's inactive roll, thereby obtaining inactive status.
- (2) An inactive registrant will be permitted to retain that registrant's original certificate of registration by paying the annual renewal fee for registration without submitting proof of complying with the continuing education requirements prescribed herein.
- (3) An inactive registrant may not engage in the practice of land surveying in the State of Tennessee. Any practice or offer to practice of land surveying in the State of Tennessee by an inactive registrant shall constitute misconduct for the purpose of Tennessee Code Annotated, Section 62-18-116(a)(1)(B) (grounds for revocation or suspension of certificate by the Board.)

Authority: T.C.A. §§62-18-105(d) and 62-18-106(d). **Administrative History:** Original rule filed October 28, 1993; effective January 11, 1994.

0820-5-.07 REINSTATEMENT TO ACTIVE REGISTRATION.

- (1) An inactive registrant seeking to reinstate an inactive registration of one (1) year or more must submit a request in writing to the Board with a fee of twenty-five dollars (\$25.00) and must satisfy one (1) of the following requirements:
 - (a) Satisfaction of the annual PDH requirement multiplied by the number of years of inactive status up to a maximum of thirty (30) PDH's; or
 - (b) Successful completion of the Principles and Practice of Land Surveying examination within one (1) year immediately prior to application for reinstatement.
- (2) An inactive registrant seeking to reinstate an inactive registration of less than one (1) year must meet the annual PDH requirement.

Authority: T.C.A. §§62-18-105(d) and 62-18-106(d). **Administrative History:** Original rule filed October 28, 1993; effective January 11, 1994.

0820-5-.08 NONCOMPLIANCE.

Unless a request for inactive status is made, any registrant failing to furnish the required continuing education form, properly completed and signed, shall not be granted renewal of registration by the Board and shall lose the right to practice land surveying in the State of Tennessee upon the December 31 expiration of registration.

Authority: T.C.A. §§62-18-105(d) and 62-18-106(d). **Administrative History:** Original rule filed October 28, 1993; effective January 11, 1994.

0820-5-.09 HARDSHIPS.

- (1) Notwithstanding any other provisions of this Chapter to the contrary, the Board may exempt a registrant from complying with all or part of the continuing education requirements for a given year in the following cases:
 - (a) A registrant affected by physical disability, illness, or other extenuating circumstances as reviewed and approved by the Board; provided that adequate supporting documentation is furnished to the Board; or
 - (b) A non-career military registrant serving on active duty in the armed forces of the United States for a period of one hundred twenty (120) consecutive days in a calendar year; provided that the adequate supporting documentation is furnished to the Board.

Authority: T.C.A. §§62-18-105(d) and 62-18-106(d). **Administrative History:** Original rule filed October 28, 1993; effective January 11, 1994.

0820-5-.10 REPORTS AND RECORDS.

- (1) At the time of application for registration renewal, each registrant shall report, on a form provided by the Board, the continuing education activities undertaken during the preceding year.
- (2) The registrant shall maintain a file in which records of the activities are kept, including dates, subjects, duration of programs, printed program schedules, registration receipts or other proof of participation, and other appropriate documentation, for a period of three (3) years after the date of the program or activity.

Authority: T.C.A. §§62-18-105(d) and 62-18-106(d). **Administrative History:** Original rule filed October 28, 1993; effective January 11, 1994.

0820-5-.11 SPONSORS.

Any sponsor that offers an organized continuing education program for which credit for the program will be requested shall keep a record of attendees at each session and shall furnish the Board a copy of the attendees within thirty (30) days of the conclusion of the program.

Authority: T.C.A. §§62-18-105(d) and 62-18-106(d). **Administrative History:** Original rule filed October 28, 1993; effective January 11, 1994.

0820-5-.12 APPROVAL OF PROGRAMS.

- (1) Approval of any program may be granted to a sponsoring organization or individual if the following information is submitted to the Board:
 - (a) Instructors and their qualifications; and
 - (b) Synopsis of course material.

(Rule 0820-5-.12, continued)

- (2) The Board will approve or disapprove the request within ninety (90) days of the date the request is submitted to the Board. If the Board fails to act upon the request within ninety (90) days, the program will be considered approved as submitted.
- (3) Upon completion of the approved course the sponsor shall submit to the Board the record of attendees as provided in Rule 0820-5-.11 above and time, place and schedule of activities.

Authority: T.C.A. §§62-18-105(d) and 62-18-106(d). **Administrative History:** Original rule filed October 28, 1993; effective January 11, 1994.

0820-5-.13 AUDITS.

The Board may conduct random audits of continuing education activities and registrants participation therein. Should deficiencies be discovered, registrants will be notified and have six (6) months to satisfy the deficiencies, except where such audits reveal fraudulent misrepresentations to have been made by a registrant.

Authority: 62-18-105(d) and 62-18-106(d). **Administrative History:** Original rule filed October 28, 1993; effective January 11, 1994.

0820-5-.14 COMITY.

- (1) The Board will deem a registrant to have met the continuing education requirements provided herein if such registrant, when making annual renewal of Tennessee registration, certifies in writing the following:
 - (a) The registrant resides in another state or territory which has been recognized by the Tennessee Board as having continuing education requirements acceptable to the Tennessee Board; and
 - (b) The registrant has satisfied all continuing education and registration requirements of that state or territory.

Authority: T.C.A. §§62-18-105(d) and 62-18-106(d). **Administrative History:** Original rule filed October 28, 1993; effective January 11, 1994.

0820-5-.15 ADVISORY COMMITTEE.

The Board may appoint an advisory committee to assist the Board in evaluating continuing education programs to determine the allowable credit to be awarded.

Authority: T.C.A. §§62-18-105(d) and 62-18-106(d). **Administrative History:** Original rule filed October 28, 1993; effective January 11, 1994.